

City of Elgin

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May 16, 2003

The City of Elgin is solicitation of proposals for the placement of a 2 inch asphalt mat on a parking area in downtown Elgin. The area to be paved is approximately 18,000 square feet. 7,400 square feet is existing asphalt that requires leveling and a thin overlay. The remaining 10,600 square feet is gravel that has been prepared for paving with a 2 inch asphalt mat.

The attached figures show the project location within Elgin and the configuration of the parking area. This project has been initiated by the High School FBLA club as their annual club project. The students have worked for over a year to get grants and donations of cash, materials and labor and have worked with the property owners and the City to make this project possible.

The contractor will need to clean the existing pavement to make it ready for the overlayment and to do any fine grading of the area that may be required immediately prior to paving.

The wet weather has not allowed completion of the grading work at this time. As soon as the area is dry enough to do the finish work, the volunteer contractors will complete the shaping and will roll the gravel area with a compacting roller. It is anticipated that the project cost will be less than \$25,000 and thus not subject to Oregon Prevailing Wages.

We expect to complete the project by the end of June. Your proposal to do this work may be submitted to the City of Elgin on or before 4:00 PM Monday June 9, 2003. Please mark your proposal "Confidential - FBLA Parking Lot". Proposals received will be evaluated by the City Council at their regular meeting on June 10. It is anticipated that the Council will select a contractor at that meeting.

For further information you may contact me at the City Hall Monday-Friday.

Sincerely,
Joe Garlitz, Recorder/Administrator

Sent to:
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